CLEAR LEARNING

SKILLS FOR THE REGULATORY ADMINISTRATOR
STAFFING A BOARD

ONLINE PROGRAM SCHEDULE

This schedule contains live video conference sessions with required attendance at the date and time specified below. With the exception of the Welcome & Introduction, links to all live video conference sessions will be provided on the CLEAR Learning Education Platform.

Attendees will need an individual account to access this platform. Sharing login information is strictly prohibited. All live sessions, or the make-up recording must be completed to be eligible to receive certification of completion.

ALL TIMES ARE IN EASTERN TIMEZONE

WELCOME AND INTRODUCTION

May 29, 2025   3:00 PM EDT   -   4:00 PM EDT

- Welcome & Introduction
- Program Logistics and Expectations
- Technical Requirements
- Pre-program Q & A

MODULE 1: CHARACTERISTICS OF REGULATORY GOVERNANCE

June 2, 2025   1:00 PM EDT   -   4:00 PM EDT

- Overview of Professional Regulation
- Operations vs Policy
- Understanding the Culture of Your Board
- Importance of Transparency
- Highlights of Global Trends in Regulation

MODULE 2: LEADING A BOARD – THE EFFECTIVE BOARD SUPPORT

June 9, 2025   1:00 PM EDT   -   4:00 PM EDT

- Adopting a Strategic Mindset
- Building and Maintaining Relationships
- Leading Collaboratively
- Understanding Transparency
- Establishing and Assessing Performance and Policy Outcomes

MODULE 3: TIPS AND TACTICS FOR STAFFING A BOARD

June 16, 2025   1:00 PM EDT   -   4:00 PM EDT

- Preparing Board Materials
- Presentation Skills
- Using Data Effectively to Support Decision Making
- When Staff or Board Members Step Outside Their Roles